

**A RESOLUTION
BY FINANCE/ EXECUTIVE COMMITTEE**

A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO A COOPERATIVE PURCHASING AGREEMENT PURSUANT TO SECTION 2-1601 ET. SEQ. OF THE CITY OF ATLANTA CODE OF ORDINANCES, UTILIZING THE MASTER PREPAID STORED VALUE CARD REBATE SERVICE AGREEMENT BETWEEN THE GEORGIA ENVIRONMENTAL FINANCE AUTHORITY (“GEFA”) AND HELGESON ENTERPRISES, INC., ON BEHALF OF THE MAYOR’S OFFICE, FOR A PERIOD OF THREE (3) YEARS, IN AN AMOUNT NOT TO EXCEED FIVE MILLION DOLLARS AND NO CENTS (\$5,000,000.00), FOR THE PROCESSING OF REBATES ISSUED UNDER THE SUSTAINABLE HOME INITIATIVE IN THE NEW ECONOMY PROGRAM; ALL CONTRACTED WORK TO BE CHARGED TO AND PAID FROM FUND, DEPARTMENT ORGANIZATION AND ACCOUNT NUMBER 2501 (INTERGOVERNMENTAL FUND) 04210643 (EECB) 5239003 (GRANTS-SUBRECIPIENT PAYMENTS) 250131886 (US DEPARTMENT OF ENERGY ENERGY EFFICIENCY AND CONSERVATION BLOCK GRANT AWARD); AND FOR OTHER PURPOSES.

WHEREAS, the Division of Sustainability in the Mayor’s Office desires to enter into an agreement with Helgeson Enterprises, Inc. to process rebates issued to homeowners in the City of Atlanta under the Sustainable Home Initiative in the New Economy (“SHINE”) program; and

WHEREAS, pursuant to Section 2-1606 of the City of Atlanta Code of Ordinances, the Chief Procurement Officer may procure supplies, services or construction items through contracts established by the purchasing division of the State where such contracts and contractors substantially meet the requirements of this Article; and

WHEREAS, the Chief Operating Officer of the Mayor’s Office and the Chief Procurement Officer of the Department of Procurement recommend utilizing the Master Prepaid Stored Value Card Rebate Service Agreement between GEFA and Helgeson Enterprises, Inc., for the processing of rebates issued to homeowners for qualifying energy efficient home improvements under the SHINE program.

THE CITY COUNCIL OF THE CITY OF ATLANTA, GEORGIA HEREBY RESOLVES, that the Mayor is authorized to enter into a cooperative purchasing Agreement with Helgeson Enterprises, Inc., utilizing the Master Prepaid Stored Value Card Rebate Service Agreement between GEFA and Helgeson Enterprises, Inc., for a period of three (3) years, in an amount not to exceed Five Million Dollars and No Cents (\$5,000,000.00).

BE IT FURTHER RESOLVED, that all contracted work will be charged to and paid from Fund, Department Organization and Account number 2501 (Intergovernmental

Fund) 04210643 (EECB) 5239003 (Grants-Subrecipient Payments) 250131886 (US Department of Energy Energy Efficiency and Conservation Block Grant Award).

BE IT FURTHER RESOLVED, that the City Attorney is directed to prepare the appropriate Agreement for execution by the Mayor.

BE IT FINALLY RESOLVED, that the Agreement will not become binding upon the City and the City will incur no obligation or liability under it until it has been approved by the City Attorney as to form, executed by the Mayor, attested to by the Municipal Clerk, and delivered to the contracting parties.

Part II: Legislative White Paper: (This portion of the Legislative Request Form will be shared with City Council members and staff)

A. To be completed by Legislative Counsel:

Committee of Purview: Finance/ Executive Committee

Caption: A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO A COOPERATIVE PURCHASING AGREEMENT PURSUANT TO SECTION 2-1601 ET. SEQ. OF THE CITY OF ATLANTA CODE OF ORDINANCES, UTILIZING THE MASTER PREPAID STORED VALUE CARD REBATE SERVICE AGREEMENT BETWEEN THE GEORGIA ENVIRONMENTAL FINANCE AUTHORITY ("GEFA") AND HELGESON ENTERPRISES, INC., ON BEHALF OF THE MAYOR'S OFFICE, FOR A PERIOD OF THREE (3) YEARS, IN AN AMOUNT NOT TO EXCEED FIVE MILLION DOLLARS AND NO CENTS (\$5,000,000.00), FOR THE PROCESSING OF REBATES ISSUED UNDER THE SUSTAINABLE HOME INITIATIVE IN THE NEW ECONOMY PROGRAM; ALL CONTRACTED WORK TO BE CHARGED TO AND PAID FROM FUND, DEPARTMENT ORGANIZATION AND ACCOUNT NUMBER 2501 (INTERGOVERNMENTAL FUND) 04210643 (EECB) 5239003 (GRANTS-SUBRECIPIENT PAYMENTS) 250131886 (US DEPARTMENT OF ENERGY ENERGY EFFICIENCY AND CONSERVATION BLOCK GRANT AWARD); AND FOR OTHER PURPOSES.

Council Meeting Date: October 4, 2010

Requesting Dept.: Mayor's Office, Division of Sustainability

B. To be completed by the department:

1. Please provide a summary of the purpose of this legislation (Justification Statement).

The purpose of this legislation is to enable the Division of Sustainability to purchase services off a state contract procured by the Georgia Environmental Finance Authority for services pertaining to the processing of rebates. The rebates to be processed by the City will be for the SHINE program that is funded by the Energy Efficiency and Conservation Block Grant.

2. Please provide background information regarding this legislation.

The Division of Sustainability seeks to process rebates by an outside vendor for the SHINE program and utilize the State contract.

3. If Applicable/Known:

(a) **Contract Type (e.g. Professional Services, Construction Agreement, etc):** Professional Services

(b) **Source Selection:** Competitive

(c) **Bids/Proposals Due:** N/A

(d) **Invitations Issued:** N/A

(e) **Number of Bids:** N/A

(f) **Proposals Received:** N/A

(g) **Bidders/Proponents:** N/A

(h) **Term of Contract:** 2 years

4. Fund Account Center (Ex. Name and number): Fund: 2501; Project: 04210643; Account: 5239003; Award: 250131886

5. Source of Funds: Example: Local Assistance Grant Energy Efficiency and Conservation Block Grant

6. Fiscal Impact:

7. Method of Cost Recovery: Money obtained from the Energy Efficiency and Conservation Block Grant

This Legislative Request Form Was Prepared By: Bill Hosken

**Department of Procurement
Legislative Summary**

Committee of Purview:	Finance/Executive Committee
Caption:	
Council Meeting Date:	September 29, 2010
Legislation Title:	Master Prepaid Stored Value Card Rebate Service
Requesting Dept.:	Office of the Mayor, Division of Sustainability
Contract Type:	Professional Service Agreement
Source Selection:	Cooperative Purchasing Agreement
Bids/Proposals Due:	Not Applicable
Number of Bids/ Proposals Received:	Not Applicable
Bidders/Proponents:	Not Applicable
Justification Statement:	Not Applicable
Background:	The City of Atlanta administers a rebate program (SHINE, FC-5055) designed to incentivize energy efficient home improvements by Atlanta residents. In furtherance of the SHINE project, the City desired to purchase rebate processing services off an existing Master Prepaid Stored Value Card Rebate Service Agreement between the Georgia Environmental Finance Authority and Helgeson Enterprises, Inc. in an amount not to exceed Five Million Dollars and Zero Cents (\$5,000,000.00).
Fund Account Center:	2501 (Intergovernmental Fund) 04210643; (EECB) 5239003 (Grants-Subrecipient Payments); 250131886 (US Department of Energy: Energy Efficiency and Conservation Block Grand Award)
Source of Funds:	Not Applicable
Fiscal Impact:	An amount not to exceed Five Million Dollars and Zero Cents (\$5,000,000.00).
Term of Contract:	Not Applicable

Approvals:

DOF: YES

DOL: YES

Prepared by:

Anthony Kerr

Contact Number:

(404) 330-6127

TRANSMITTAL FORM FOR LEGISLATION

TO: MAYOR'S OFFICE

ATTN: CANDACE BYRD

Dept.'s Legislative Liaison: Bill Hosken

Contact Number: 404-954-8490

Originating Department: Office of the Mayor

Committee(s) of Purview: Finance/ Executive

Chief of Staff Deadline: September 14, 2010

Anticipated Committee Meeting Date(s): September 29, 2010

Anticipated Full Council Date: October 4, 2010

Legislative Counsel's Signature: [Signature]

Commissioner Signature: [Signature]

Chief Procurement Officer Signature: [Signature]

CAPTION

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FINANCIAL IMPACT (if any): \$5,000,000.00

Mayor's Staff Only

Received by CPO: _____ Received by LC from CPO: _____

(date)

Received by Mayor's Office: 9.20.10 Reviewed by: [Signature]

(date)

(date)

Submitted to Council: _____

(date)